

The Rocky Hill Town Council held its regularly scheduled meeting on Monday, April 20, 2015 in the Council Chambers of Town Hall. Mayor Henry Vassel called the meeting to order at 7:00 p.m. Those in attendance: Deputy Mayor Nadine Bell, Councilor Meg Casasanta, Councilor Guy Drapeau, Councilor Joe Kochanek, Councilor Tim Moriarty, Councilor Frank Szeps and Councilor Cathy Vargas. Also present: Town Manager Guy Scaife and Finance Director John Mehr.

Those absent: Councilor Bill MacDonald.

The Pledge of Allegiance was recited.

#### Public Comment

There was no public comment.

#### Appointments/Resignations

Majority Leader Bell and Minority Leader Moriarty had no appointments or resignations. Councilor Drapeau said he had to respectfully resign from his position on the Public Safety Committee because the commitment for that is too much versus what is happening at his home. Mayor Vassel appointed Councilor Szeps to be on the Public Safety Committee in place of Councilor Drapeau.

#### Approval of Minutes

- A. Town Council Meeting – April 6, 2015
- B. Budget Workshop – April 8, 2015

Deputy Mayor Bell made a motion to approve the Minutes of the April 6, 2015 meeting of the Town Council and the Minutes of the April 8, 2015 Budget Workshop of the Town Council. The motion was seconded by Councilor Moriarty and adopted unanimously by those present.

#### Subcommittee Reports

##### A. Finance

Councilor Vargas said the Finance Committee had met on April 15, 2015 and most of their items are on this meeting's Consent Agenda. The Tax Collector has done an excellent job in creating a process for collecting back taxes and she gave kudos to her. With regards to action taken on tax sales for residents who haven't paid their taxes, certified letters have been sent out to sixteen delinquent taxpayers with pending tax liens. This letter is informing them that the Town has turned their accounts over to start the tax sale procedures. Three months have been offered to them to bring their balance due and as of March 31, 2015, the Town has received \$7,910 on one

property that accepted this offer. The remaining balance for all of the other accounts is \$315,368 and it is being hoped that they don't have to go to the tax sale but this money will be collected at some point later this year. There are delinquent real estate taxes. One hundred and ten Intent to Lien Notices have been sent out on April 7, 2015 to these taxpayers. They have until April 17, 2015 to bring their account current. Liens will be placed on the accounts on April 20, 2015. Those will be recorded with the Town Clerk's office. There were some very old delinquent motor vehicle accounts from 1999 to 2012, which had been given to the Credit Information Bureau on February 5, 2015. A little less than \$50,000 has been collected as of March 31, 2015 and \$15,900 of that is in interest. The Town will be a little more diligent in the current year and going forward as far as getting current taxes because procedures have been set up and there is a process in place.

**B.     Public Safety**

Deputy Mayor Bell said due to the lack of a quorum, the Public Safety Committee wasn't able to hold its meeting this evening but there was some information dissemination. The RHPD spoke about an increase in identity theft for many members of the community and there will be something on the Town's website that will address what can be done going forward as far as people getting the appropriate Police report. The RHPD also mentioned that the Distracted Driving Campaign has resulted in two hundred and fifty-seven stops. There were seventy-one warnings given and one hundred and eighty-six citations. The RHVAA and the RHFD have ramped their training up with new recruiting efforts. There are three new members for the RHVAA and the RHFD is hoping to add some new recruits soon because they will be having some upcoming recruiting events.

**C.     Government Operations Committee**

Deputy Mayor Bell said there wasn't a Government Operations Committee meeting since the last Town Council meeting but there was a Challenger Field Subcommittee meeting. That project is well underway and an Architect has been selected. They are hoping to have a ceremony for this on the opening day of Little League, which is April 25, 2015.

**D.     Land Acquisition & Farmland Preservation**

Councilor Szeps said the Open Space Land Acquisition & Farmland Preservation Subcommittee has a "couple of irons in the fire" that have to do with land acquisitions, of which they are actively working on another two parcels, but he couldn't speak publically about this. They are continuing their efforts on that. They had a scheduled meeting for this evening that he cancelled because they didn't have an agenda item to further that.

**E.     Senior Affairs Committee**

Councilor Vargas said the Senior Affairs Committee met at 5:00 p.m. this evening for an hour. It was a meeting that was very well attended. There had been a very good discussion with the seniors on their wants, needs and goals. The Town Staff has been asked to work with the Senior Task Force and Town Manager Scaife in order to develop a Senior Master Plan. This Committee

will meet in June again. Mayor Vassel said he had met with the Senior Task Force last week and that meeting had been very informative.

**F. Liaison to State Representative and State Senator**

Councilor Szeps said he was able to contact both State Representative Guerrero and State Senator Doyle. State Senator Doyle agreed to come to a Town Council meeting so Councilor Szeps encouraged the Councilors to get any specific questions they might have for him to Town Manager Scaife so that a list can be compiled. This way State Senator Doyle can be prepared for these prior to him coming to that meeting. Councilor Szeps said he was unable to speak directly with State Representative Guerrero but he did get a voice mail back from him. Councilor Szeps would like to have State Representative Guerrero and State Senator Doyle present on different nights with regards to the same topic. Councilor Szeps thanked State Senator Doyle and State Representative Guerrero for making the effort to respond because this is the worst time of the year for them seeing it is budget time for them.

**Consent Agenda**

Councilor Moriarty made a motion to approve the Consent Agenda. The motion was seconded by Councilor Szeps and adopted unanimously by those present.

**A. Authorization – Budgetary Transfers – June 30, 2015**

(Please see the Attachment.)

**B. Approval – Changes to the Presentation of the 2014-2015 Adopted Budget**

Town Council  
Resolution  
April 20, 2015

BE IT RESOLVED that the Rocky Hill Town Council approves the reorganization that the Town Manager made to the presentation of the 2014-2015 Town of Rocky Hill Adopted Budget that was approved by the Town Council on May 19, 2014.

***Report and Recommendation***

The Town Manager reorganization included: transferring budget lines from one budget to another; collapsing budgets into other budgets; and developing departmental budget roll ups for reporting and management purposes. No budgetary numbers in the adopted budget were changed as a result of this process. By approving this resolution, this agrees to this new reporting format.

**C. Approval – Tax Refund**

Resolution

Town Council  
Property Tax Refund  
April 20, 2015

BE IT RESOLVED THAT a tax refund in the following amount be and is hereby authorized for the following taxpayers:

<u>List Number</u>	<u>Name</u>	<u>Amount</u>
2013-01-14904	Ana Olezza 13454 Kent St Naples FL 34109	\$3,226.61

Report and Recommendation

Town Council authorization is required for tax refunds in excess of \$1,500. This refund is due to overpayment by taxpayer in connection with refinancing. Passage of this resolution is recommended.

D. Appointment of Auditors

Town Council  
Resolution  
April 20, 2015

BE IT RESOLVED that the firm Blum, Shapiro & Company of West Hartford, Connecticut be appointed as auditors for the Town of Rocky Hill for the year ending June 30, 2016, at a cost of \$48,500.00 and for the year ending June 30, 2017, at a cost of \$49,000.00.

*Report and Recommendation*

In 2007, Scully and Wolf, LLP of Glastonbury merged with Blum, Shapiro & Company. The firm of Scully and Wolf (now Blum, Shapiro) has performed the Town audits for the years ending June 30, 1998, through 2015. Fees paid to the firm for the last four years were \$45,000.00, \$47,500.00, \$47,500.00 and \$48,500.00. Both the Town and Board of Education staff recommends continuing to use Blum, Shapiro & Company services and, therefore, recommends this appointment.

E. Authorization to Join National Miracle Field Organization

Town Council Resolution  
April 20, 2015

“Authorization to Join National Miracle Field Organization”

BE IT RESOLVED that the Town of Rocky Hill Town Council approves the Town joining the National Miracle Field Organization with an annual membership fee of \$500. The membership fee will come out of the Parks and Recreation Budget.

*Report and Recommendation*

The National Miracle League is an organization that provides opportunities for children with disabilities to play Miracle League baseball, regardless of their abilities, promotes community support, sponsorship of Miracle Leagues and promote the construction of special families that meet the unique needs of Miracle League players and their families. The Town is in the process of constructing a Challenger Field at Elm Ridge Park.

New Business

A. Presentation – Board of Education 2015-2016 Budget

Superintendent Dr. Zito introduced himself and then he introduced Frank Morse (Chairman of Bd of Ed), Jennifer Allison (Chairwoman of the Bd of Ed Finance Committee), Danielle Plona (Chairwoman of the Bd of Ed Curriculum Committee), Chuck Zettergren (Director of Finance and Operations for Bd of Ed) and Darlene Brown (Assistant Superintendent). Superintendent Dr. Zito gave a PowerPoint presentation. (Please see the Attachment.) After the presentation, Superintendent Dr. Zito opened this up to any questions that the Town Council or Staff might have.

Mayor Vasel asked the Councilors if they had any questions. Councilor Moriarty asked what the job description will be for the HVAC position. Chuck Zettergren said the job description is quite lengthy. The bulk of the Bd of Ed's expenses from a facilities' standpoint relate to HVAC types of expenses. He thinks this will be a tough task for one individual to be able to keep up with the school buildings, as well as the Town ones. This individual will also be the Bd of Ed Facilities Director's right hand person. Councilor Moriarty agrees 100% that this individual is needed. He mentioned that Rocky Hill High School is being done over and it will be a high performance building. There will be chilled beams, of which a lot of people aren't familiar with, but a ton of money can be saved with proper maintenance. He doesn't think that the amount of pay is enough for the person for what they will need. He asked if the amount for the HVAC position was determined contractually. Chuck Zettergren told Councilor Moriarty when they originally had looked at this when they were putting the budget together, they had some discussions along the lines of what he had just brought up and they have bumped this amount up, approximately \$6,000 from what they are seeing in the budget. Chuck Zettergren said the Bd of Ed will have to find money in their budget somewhere else to cover that increase. They have gone through the interview process and the feedback that he has received from Mike Mancini, (Bd of Ed Director of Facilities), as well as from the Interview Committee, is exactly that. Councilor Moriarty said the person for the HVAC position should have a plumbing license and a HVAC one so they should be compensated for this. Money that is being spent here will be saved in the long run. Chuck Zettergren told Councilor Moriarty that he brought a great point up about the Rocky Hill High School project coming online.

Councilor Drapeau asked if the \$55,981 budgeted for the HVAC Technician is the 100% salary for this person or if this is a shared cost. Chuck Zettergren said the Town will be paying for this person if they are brought on board before June 30, 2015 but the Bd of Ed will be covering the full cost as of July 1, 2015. Councilor Drapeau confirmed that this person will be working for the Bd of Ed and for the Town for \$55,981 and not for \$110,000. Superintendent Dr. Zito thinks this will be in the mid \$60,000s now. Very strong candidates had come in and Mike Mancini told them that they might need to adjust this. Superintendent Dr. Zito said with regards to the sharing that this individual will be assigned to help out on the Town side if there are needs. The Bd of Ed has always had this kind of a collaborative relationship with the colleagues on the Town side. He mentioned that Phil Cyr (Town Electrician) has been terrific and he will come out to a school if there is a problem with the electrical system for example.

Councilor Drapeau referred to the savings of \$72,000 being shown versus last year for the outsourcing part of HVAC. He assumes that an analysis has been done of the types of repairs that the HVAC outsourcing vendor has completed last year and that this has been compared to what an insource technician could handle. There will be an outsourced HVAC vendor in addition to the HVAC Technician and he is wondering if the HVAC Technician will have a budget next year for outsourcing projects they can't handle or if they won't. Chuck Zettergren said an analysis was done with regards to the maintenance and the changing of filters, etc. There will still be outside HVAC costs that they will have to incur. They will have to closely monitor this. Hopefully some of the costs will come down once they get on a maintenance program as equipment starts being maintained the way it needs to be. Councilor Drapeau said the insource person will also have a preventative piece. He asked what the Bd of Ed's budget is for outsourcing for next year. Councilor Vargas said the savings of \$72,000 would have been higher then if there is still money in there for outsourcing. Chuck Zettergren said the total costs are much higher than that. Councilor Vargas said she was just talking about the time spent by the outsourced person. Chuck Zettergren said this is multifaceted. There are the parts and the labor. It was in excess of \$40,000 just for the maintenance costs, with the bulk of this being the changing out of the filters and this will hopefully be moved in-house totally. Councilor Vargas didn't think that Chuck Zettergren had answered the question. Councilor Drapeau said they could ask this offline and he understood what was trying to be done here.

Councilor Drapeau asked if it could be expanded on with regards to what high school position is being eliminated. Superintendent Dr. Zito said this will be a transfer. An individual in a reading position is being transferred to an elementary position for which she is certified and of which there is a vacancy due to a retirement. The enrollments in the high school had been looked at with regards to that and they were relatively low. Councilor Drapeau asked if the Behavioral Analyst will be doing any teaching. Superintendent Dr. Zito said that individual will probably be working with small groups of students or individual students with regards to helping to change behaviors. Councilor Drapeau asked if the increased contractual stipends could be expanded on. Superintendent Dr. Zito said the stipend for the Band Director is going up and the Bd of Ed added a couple of additional coaching positions. Councilor Drapeau asked about insurance and if they are currently on CIGNA's or if they are going onto it. Superintendent Dr. Zito said they are on CIGNA's now after having put the contract out on the street. United Healthcare and Aetna declined to bid. Anthem threw a really high number at them. They will have to go to the

Bd of Ed's Finance Committee to share the figures and get a recommendation from the Bd of Ed as to where they want to go.

Councilor Drapeau referred to the transportation rate increase and he asked when that contract ends. Chuck Zettergren said there is one more year. Councilor Drapeau asked if they will be renegotiating again after this year and Chuck Zettergren said they will be after the next fiscal year.

Councilor Drapeau referred to technology. There is approximately \$206,000 plus \$21,000 for classroom furniture. He asked the Bd of Ed if they would have any problems taking that off and making it part of the Town's CIP for next year. Superintendent Dr. Zito believes that this had been discussed last year and he thought the collective decision was to have this kept in the Bd of Ed's operating budget. He didn't know how Frank Morse or Jennifer Allison felt about that. Frank Morse said they consider this as a reoccurring cost because they are refreshing their technology every year and when this is called a CIP then it really wouldn't be. They had this discussion last year and they were told to keep this in their budget. Councilor Drapeau said this is CIP in his mind because it seems like it is a project that is going to buy technology, furniture and fixtures which will last longer than a year. Frank Morse told Councilor Drapeau that he could probably agree with him about the furniture part. Councilor Drapeau said they would talk about this later.

Councilor Drapeau referred to the per pupil expenditure. He was wondering if they had an analysis or a slide that shows student aptitude versus cost per pupil and asked if there is an equilibrium that shows if more money is spent, if the aptitude of the students goes up. He also asked if there is a maximum threshold where this just doesn't help anymore. Councilor Vargas said this has been asked by them before. This would be a grid with test scores versus per pupil cost. Superintendent Dr. Zito didn't think that he had been asked that before. Councilor Vargas said she had asked. Superintendent Dr. Zito said he shows the CAPT and CMT data every year but it was tough to do this year because the State isn't doing the test anymore and the only comparative information he has is the CMT for science. He thinks the slide that is more important is Rocky Hill compared to similar Towns. His sense is that the high end is the urban centers. The budgets in Hartford and New Haven, etc. are probably going to see very high expenditures so they wouldn't see a correlation in achievement in those areas. Rocky Hill is doing well given the dollars that they spend so they should feel well about that. Councilor Vargas knew she had asked that question in the past because everyone seems to focus on the per pupil cost and she questioned what the cost is getting them for the student. They really need to look at how the students are doing. Superintendent Dr. Zito said this is what he attempted to show them in the other slides (i.e. the kinds of colleges their students are getting into, etc.). They have a sense they are doing fairly well based on the limited data set. They are getting good value for the educational dollar in Rocky Hill overall. He thinks they have a solid budget and they are working hard to work within their means. Councilor Drapeau asked if there is a national report because it would be interesting to see as they spend more in a local area if the aptitude of the student on average goes up significantly. He also questioned if there is a ceiling on Towns that are of similar sizes throughout the Country.

Deputy Mayor Bell asked how many school nurses they still have accounting for the reduction of one school nurse in the budget and if they have one at each school. Superintendent Dr. Zito said they presently have five nurses, which might go down to four. They have one at each school. They also historically have had a child with a full time nurse and this is a moving situation.

Deputy Mayor Bell referred to the insurance. There is a footnote on the benefits page about the Bd of Ed moving to the hybrid and this states that \$205,895 will be saved by moving to the hybrid. The second footnote states a reduction of \$319,593 but they are talking about the health insurance surplus of \$360,000 further on so those two numbers don't correlate. Superintendent Dr. Zito said in the current fiscal year, the hybrid was a savings and the reduction of \$319,593 is for next fiscal year from their initial proposal. This year, they have a surplus of approximately \$360,000, of which over \$200,000 is for the taxes. Deputy Mayor Bell asked if the initial proposal is in the Bd of Ed's budget. Superintendent Dr. Zito said no and that they make assumptions about health insurance when they put the budget together. One of the issues they have talked to the Town Manager about is that the Bd of Ed adopts their budget the second week of February so it might be helpful for the Bd of Ed to move their date forward. Deputy Mayor Bell confirmed that the \$319,593 isn't off of their budget number. Superintendent Dr. Zito said it isn't off of the current number but it is off of the initial proposal for next year. Frank Morse said with that taken off that it matches their proposed budget for Fiscal Year 2015-2016. They would be asking for an additional \$319,593 if they didn't take that off. Deputy Mayor Bell confirmed that they underbudgeted and Frank Morse said they did because they had anticipated a 4% increase earlier but this was a \$12% one until they renegotiated.

Mayor Vassel referred to the \$42,500 salary for custodians and he said it was stated that this is mostly for Saturdays. Superintendent Dr. Zito said this is for some overtime and a lot of this has to do with weekend coverage. Last year, the Town Council had cut \$100,000 from that item and then had transferred the page over to the Bd of Ed. The Bd of Ed increased the amount that they spend on custodians for next year in order to budget more appropriately. Mayor Vassel confirmed that most of this has to do with weekend activities and using the gymnasium, etc. Superintendent Dr. Zito said mostly. Mayor Vassel thought they had spoken about this last year and they had been told that the custodians were being paid by a fee mostly by people using the gym. Superintendent Dr. Zito said outside groups do that but the Bd of Ed has its own groups too. There is some give and take with the Town side. An invoice had been prepared by the Bd of Ed this year for Lisa Zerio (Director of Parks and Recreation & Custodial Services) and she has negotiated on the number a little bit. Mayor Vassel asked where the money that is collected goes and asked what the fee is. Superintendent Dr. Zito said he could send them the Bd of Ed fee schedule. The Bd of Ed had adopted a policy last year. There is an hourly charge for custodians and there is a rental fee. The fee is waived for certain groups. They are looking to just break even on this. The funding that comes back helps to pay for the custodians' overtime and this money is put back into the operating budget. Councilor Vargas thought they had talked last year about adjusting the hours for the custodians so that there wouldn't be as much overtime. Superintendent Dr. Zito said a line has been put in the contract for a Tuesday through Saturday shift but no one is currently working that. They are aware of two retirements at this point though and they are planning on staffing the high school at least for this shift to try to minimize costs in that area. Councilor Vargas assumed that is factored into this number and Superintendent Dr. Zito said yes. Councilor Vargas said there is going to be overtime for custodians regardless of



whether they do that shift and Superintendent Dr. Zito said there is almost always overtime for custodians.

Councilor Vargas referred to the increase for the substitutes and asked if this is due to an increase in the rate because she thought they have floating substitutes. Chuck Zettergren said that isn't an increase in the rate but it was from them taking a look at the account from an historical standpoint. Councilor Vargas asked if they have substitutes that are on the Staff. Chuck Zettergren said they have permanent building substitutes that are assigned for certain school assignments and there are a multitude of other substitutes who come in on a daily basis.

Councilor Vargas asked what the length of the bus contract is that they have been negotiating. Chuck Zettergren said it is five years. Councilor Vargas confirmed that this is the fourth year and Chuck Zettergren said yes.

Councilor Vargas referred to the extra coaching positions and she asked if more sports have been added. Superintendent Dr. Zito said some assistant coaches have been added at Griswold Middle School. Councilor Vargas asked if the stipends all had an increase too. Superintendent Dr. Zito said they get the same percentage increase and they get the general wage. Councilor Vargas confirmed that the reading teacher from the high school is going down to an elementary school and Superintendent Dr. Zito said yes. Councilor Vargas asked when the last time was that the part time and full time paraprofessional group was reevaluated because she knows that this is something that hadn't been done every year when she was on the Bd of Ed. Chuck Zettergren said he works together hand in hand with the Bd of Ed's Special Education Director. The paraprofessional positions aren't handed out casually but these have to be part of the PPT process. Councilor Vargas said there are non-PPT paraprofessionals and she asked when it is decided that those people aren't needed anymore. Superintendent Dr. Zito said most of those fall into a couple of categories. There are paraprofessionals in the Kindergarten classes and there is a paraprofessional in the Media Center at the high school. He will send this information to Town Manager Scaife so he can distribute it to the Town Council.

Councilor Szeps referred to the projected year-end surplus and he said there is an asterisk next to the \$510,000 with a stipulation that the Special Education Excess Cost Grant wasn't calculated into that number. Superintendent Dr. Zito said they are still waiting to receive the revenue from that grant. Councilor Szeps confirmed that this is included in the \$510,000 and Superintendent Dr. Zito said it is.

Councilor Casasanta told the Bd of Ed that she saw they did a lot of work on the budget from what they had proposed originally to now and she appreciates that. She asked how the Behavioral Analyst will interact with the School Psychologist and she asked if there will be any overlap there. Superintendent Dr. Zito said the Behavioral Analyst will have consultations with the School Psychologist. A lot of the job of the Behavioral Analyst will be to analyze what is going on and then come up with plans to assist the teacher, School Psychologist and the other part of the team members who are working with the child, as well as working closely with the family. Councilor Casasanta thinks the Bd of Ed has done very well with regards to the keeping the line at the full time and part time gradient for the paraprofessionals. She thinks that they could actually use more of them in the classroom to assist the teachers on a daily basis because

of the State mandates coming down, as well as with what is dealt with on a daily basis with Special Needs and developmentally challenged children.

Councilor Casasanta noticed there are some additional fees for textbooks this year. She thinks she had asked the Bd of Ed what their thoughts were about eBooks and she thinks their concern is that not all children have access to iPads, etc. She asked if there could be a way for children to opt out of textbooks if they choose to do eBooks so that this might reduce some of the textbook costs. Superintendent Dr. Zito said in the not too distant future that they will get to some point where children will be walking around with their devices with a lot of material that they can access on those but he is not sure they are in a position now to say to a student that they can have their Spanish book online for example. He also thinks this would be very difficult to do with the way the publishing companies have the royalties and the sales of textbooks, etc. because a license has to be purchased. The Bd of Ed has had three meetings that were headed by Assistant Superintendent Brown, Danielle Plona and Jahala Grous (Bd of Ed Technology Director). They have been working on the concept of potentially purchasing one-to-one student devices at some point in the near future, probably starting with the seventh or eighth grade. This is a work in progress and there is a strong interest in purchasing devices at some point in the near future. The Bd of Ed has had some discussion about maybe using some of the surplus money to purchase some devices as early as the next fiscal year for at least one grade level. Superintendent Dr. Zito said he and Frank Morse have also prepared Jahala Grous by telling her that she might have to work in the existing adopted budget and forget about the surplus because that might be going back to the Town. Danielle Plona said Assistant Superintendent Brown had just informed her that it is the policy of the Bd of Ed that a textbook has to be purchased for every student so they can't afford the opt out. Councilor Casasanta said she was talking about the future. Danielle Plona said they have talked about students bringing their own device, etc. at the Bd of Ed Curriculum meetings and they aren't quite there yet. They will get into the issue of students comparing their devices with one another if they bring their own devices to school and they want everyone to have the same device being brought into school.

Councilor Casasanta said she is a strong advocate of continuing education and she applauded the teachers who are moving forward with their education. She asked if there is a specific criteria followed when teachers apply to go get their graduate degree. She assumes that not every single teacher gets approved for this. Superintendent Dr. Zito said every teacher who wants to pursue an advanced degree has to meet with him to discuss this and they have to attend an accredited college in order to get tuition reimbursement and to move up the salary schedule. There is a wide range of choices in degrees that teachers pursue.

Town Manager Scaife told Superintendent Dr. Zito that he certainly appreciated the excellent goals he laid out at the beginning of his presentation and he told him that the data is also very impressive that he shared in terms of the achievement by the schools. Town Manager Scaife said he had some process wise concerns and also concerns for three specific accounts. He is charged with analyzing the Bd of Ed's budget because it is rolled into the Town's in order to make sure they have similar processes and to make sure that they don't perpetuate overbudgeting in certain areas. With regards to the process standpoint, the Bd of Ed's budget doesn't reflect actual data for year-to-date and it doesn't make a projection. He had raised this on February 25, 2015 in a letter to Superintendent Dr. Zito and Frank Morse after they met. Town Manager Scaife finds it

really troubling if they only look from budget to budget because then they will continually bring errors in the budget forward if there are those. He thinks it is critically important that they bring their spending rates for the year forward and what their projections are. This would put “some meat on the bone” behind what the projections are in terms of what the Bd of Ed is suggesting they have some surplus on. They are roughly at 68% at this time year-to-date and this ranges by approximately one point in the last couple of years, from 68% to nearly 69%. Their range of surplus could then be anywhere from \$600,000 to \$1,100,000 if that calculation is done.

Town Manager Scaife said he wanted to focus on three areas. One of these is salaries, of which the Bd of Ed has historically had a significant surplus. This will continue if they don't factor in a retention factor. They had \$347,000 left in salaries last year and there were several hundred thousands of dollars left the previous year. He is calculating that this will be in excess of \$300,000 this coming year. There was a surplus of approximately \$266,000 in healthcare the previous year. Healthcare, much like salaries, is one of those numbers where they can finitely identify going into the year with minor underruns in that because of changes or attrition. He then mentioned tuition. Salaries, healthcare and tuition are 87% of the Bd of Ed's budget. They have had some big swings from actual to budget and this is as much as 30%. He appreciates their narrative about how this can swing but he said what isn't shown is what numbers are pre-grant versus post-grant. He would like to see a further analysis on their actual especially. This is consistent with best management practice for budgeting and this is consistent with how the rest of the Town does this. He asked the Bd of Ed to do this and mentioned that Section 802 and Section 803 of the Town Charter states that this is to be done that way.

Town Manager Scaife said healthcare is a major piece and he thinks they have to look at short term, as well as long term. There is a looming problem with the current Bd of Ed's plan in that their rates in one of their plans today already exceeds the 2018 threshold for the excise tax. Their rates would have to come down several thousands of dollars for them not to be paying an excise tax in 2018 but the Town's plan is way under that. There is a discrepancy between the Town and the Bd of Ed benefits' levels so he thinks they need to have a hard push to equalize that. It is \$325,000 more expensive for the Bd of Ed because of the benefits' plan they are on versus the Town's. The Town has a single plan and the Bd of Ed have fourteen different ones so they need to find a way to move to a single one. The benefits' level should be consistent. He told the Bd of Ed that the amount of \$319,593 isn't a savings but this is just a reduction in how much it may go up.

Town Manager Scaife referred to the process again and how it had been suggested that the surplus be taken from CIP. He doesn't understand why they would want to do this when this is a surplus in historical spending rates so that should come off of the budget. It is reducing the growth of their budget but not their budget. He explained to them by doing what they are doing that they would be moving this forward again. The taxpayer would be paying at a higher mill rate in the end. They ought to reduce the size of growth because the budget law maintains that the budget can never be shrunk if it grows. That method of dealing with the surplus seems to perpetuate a growing budget. There are a few primary accounts that have historically been over budget. He told the Bd of Ed that he would be glad to hear a response.

Chuck Zettergren said it isn't the case at all that the Bd of Ed has rolled the budget forward and added to it. They look at each individual line and they make each administrator come forward to justify their budget requests. He thinks many line items in their budget have gone down. Town Manager Scaife doesn't doubt they do that but he said what he is faulting is that the Bd of Ed won't share that with the Town that also has to make a decision as to whether it is the proper amount for a given category. The Bd of Ed is basically saying to trust them on this by them not sharing their projections and actuals. Chuck Zettergren thought that Superintendent Dr. Zito had presented to the Town Council this evening, a projection of a \$150,000 savings that they have in healthcare in the budget this year. Chuck Zettergren explained that they meet with the Bd of Ed on a monthly basis and have regular conversations with them. They don't report to the Town Council or meet with them on a regular basis. This isn't saying that they can't set up a process moving forward but that is the process they have followed from the communications' standpoint. Frank Morse said they used to have an actual for 2012, 2013 and 2014 but with the Bd of Ed, they wanted to see what is in the budget for this year, next year and what the actuals were. The Bd of Ed gets an actual-to-date as to where they are every month with their budget when Chuck Zettergren gives them a monthly report. Frank Morse told Town Manager Scaife that he thinks what he is looking for is that he wants to see that history going forward and the Bd of Ed has done this before in the past but this is where they are now in this process. Frank Morse thinks they have shared everything that they have been asked for. He told Town Manager Scaife that he thinks he wants to look into this deeper and he said the Bd of Ed will certainly do their due diligence to answer his questions but he didn't think they had those numbers right in front of them at this point.

Chuck Zettergren said the Town's costs for health insurance are lower right now and the Bd of Ed has more plans but that has to do with the Unions that they have to deal with. They have three major plans on a relative basis and each bargaining group's might be slightly different. They had gone out to bid this year and Anthem, which is the Town's carrier, had one of the highest bids they had received back. He told Town Manager Scaife that he can't just say that the Bd of Ed should move to the Town's plan and that will reduce their costs magically. Chuck Zettergren said claims history and the plan design are the biggest driver of healthcare costs. The Bd of Ed's largest bargaining group is the teachers and they are driving them into the HSA Plan with the last round of bargaining they went through. This is probably close, from a cost standpoint, to their Point of Service Plan, which is probably pretty close to the Town's plan from a benefits' standpoint. They can't make the changes in one fell swoop but he feels the Bd of Ed is moving in that direction. Frank Morse said they would love to go out to a RFP for all three plans where they would have the Bd of Ed side, the Town side and the combined side. They have been trying to go that way. He has heard conversations in the past but this never seems to happen and he doesn't see why they can't make it happen if it is a goal of the Bd of Ed and the Town. They can go out for a comprehensive RFP to see what happens. The Bd of Ed is willing to do that at any time that the Town is ready to accept it.

Councilor Moriarty asked if any overtime is being incurred for the custodians because of the construction. Chuck Zettergren said a little bit is. Councilor Moriarty referred to the cost per pupil and mentioned that some students' costs would be a lot more than others due to certain needs. He confirmed if those costs came out that the cost per pupil would be a lot less. Superintendent Dr. Zito said that would be lower in every Town. Councilor Moriarty said if this

is compared to the cities and the amount of money they are spending that a lot of this could be due to that. Superintendent Dr. Zito said Hartford and Waterbury have very significant needs. Rocky Hill shouldn't be spending per pupil what they spend. The more important slide to look at is the one with regards to DRG so they can see what they are spending compared to similar communities.

Councilor Moriarty referred to the textbooks and he knows in this State that the vocational schools have to be able to get all of the new curriculum in digital format or they can't purchase this. He mentioned how he is involved with writing training manuals that are used throughout the country and they don't want to go digital because that is where the cost is in the returning of the investment in the creation of the books.

Councilor Drapeau thinks it is very important that the Town and the Bd of Ed work on health insurance for the next fiscal year. He is sure that there is a lot of money to be made there.

Mayor Vasel asked the Councilors if they had any final comments and they didn't. Town Manager Scaife said there was a question on one of the Capital projects for a bathroom renovation that isn't in the Bd of Ed's budget and they were thinking that this needs to be pulled back into this year. He asked the Bd of Ed if it is their position that this comes out. Superintendent Dr. Zito asked if this is the \$240,000 for West Hill School's bathrooms and he was told yes. The Bd of Ed had adopted a CIP of approximately \$1,400,000 and he thinks the \$240,000 is reflected in the Town's budget. They are still waiting for bids to come in for the sprinkler/elevator project (Stevens School) and for the boiler for Griswold Middle School. He thinks it would be helpful for them to get all of the bids in and then convene a Bd of Ed Facilities Committee meeting to review those. They can then come back to the Town. He is anticipating having the dollars that are allocated in this fiscal year's budget for the sprinkler/elevator project being rolled over. He said that his sense, along with Frank Morse's and Brian Dillon's (Bd of Ed) is that the Town can take the \$240,000 out as they roll those dollars forward. The Bd of Ed can get the bids for all of the upcoming projects and then prioritize the CIP. Frank Morse asked when the Town's final budget will be adopted. Town Manager Scaife said May 18, 2015. Frank Morse said they should have all of the bids in by then so they will be able to give a comprehensive answer as to whether or not they need additional funding. The State has gone back and forth with regards to the reimbursement rate for the elevator portion of the project for Stevens School so their number is possibly 40% less than what they are going to have to spend because the State's portion is about 39% on that. Superintendent Dr. Zito said the State has changed its position a couple of times during the last day or two. The issue is whether or not the adding of an elevator shaft to the exterior of the building will count as new construction or if that will just address an ADA code issue. He will need more clarity on that.

Town Manager Scaife said there will be a budget public hearing on April 27, 2015 so he told the Bd of Ed that they need to make sure that whatever numbers they present for their operating budget and CIP will be reflective of what they want the public to see. He told them they talked about the removal of the \$510,000. He needs to know about the \$240,000 as soon as possible because it is in there as of today. Mayor Vasel asked the Bd of Ed to meet with Town Manager Scaife before next Monday to get him the information that he is looking for. Superintendent Dr. Zito asked Mayor Vasel if he meant the administration or the Bd of Ed. Mayor Vasel said the

administration needs to meet with Town Manager Scaife because he is looking for several items. Superintendent Dr. Zito asked if this is for the actuals. Mayor Vasel said this is for the year-to-date actuals. Mayor Vasel also mentioned the salaries, healthcare and tuitions. Town Manager Scaife said this is for the actuals and year-end projections of all of the accounts.

Councilor Moriarty confirmed with Frank Morse that he said the bids will be in by next Monday. Finance Director Mehr said the boiler bid is due on April 30, 2015 and the bids have been received on the bathrooms. Councilor Moriarty asked how the bids were for the bathrooms. Superintendent Dr. Zito said the low bid was approximately \$98,000 for the main one and he thinks it was \$55,000 for the add alternate. Finance Director Mehr said a scope review had been done on Thursday and O & G Industries, Inc. had said that they had "passed".

#### Mayor's Report

The Memorial Day Parade will be held on May 25, 2015 starting at 9:30 a.m. Mayor Vasel said he was successful on receiving a commitment for a flyover to be done.

Mayor Vasel referred to the artwork in the Council Chambers. This was done by Briana Lamari, Adna Muhovic, Veronica Guyer, Daniel Jankowski, Alicia Dabek, Larissa Matthews, Johan Calderon and Victoria Veneziano.

The Cow Chip Raffle for Project Graduation will be on May 9, 2015. This will be held at Elm Ridge Park. Mayor Vasel said people can contact Deb Poliquin at (860) 830-4783. Mayor Vasel urged everyone to support Project Graduation in any way they can because it is a great thing.

Two Cub Scout Leaders received Proclamations this past week for all of their work and dedication. Mayor Vasel said a special thanks goes out to Sandy Solsky and Rich Ritchie for all of their work which is appreciated.

#### Town Manager's Report

Town Manager Scaife said the departments are in the process of gathering surplus and/or old equipment, as well as vehicles. They are hoping to have an auction later in the year.

The Town is in the process of working with a vendor to have a new website developed. This is a work in progress.

The Town's LED vendor is in the process of looking at all of the lights in the buildings and is probably close to finishing up a very detailed review. Town Manager Scaife said Russ Ford (Director of IT and Facilities) will be in front of the Town Council next month with this proposal.

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own Manager Scaife said they are also finishing up a lot of upgrades of desktop PCs which had been purchased earlier in the year.

Councilor Kochanek said a lot of people are mentioning that the Foundry issue has been very silent or it seems to have gone away and asked if someone could give them details as to what is going on with that. Town Manager Scaife said they are in a holding pattern for the Department of Transportation and for the Department of Energy and Environmental Protection to approve that project. The Principals of that project have been met with earlier in the year and they are waiting to get State approval. Councilor Kochanek asked Town Manager Scaife if he knew how long the State had to do this and he said he didn't know. Mayor Vasel said no one is arguing with regards to how long this is taking. There are two State agencies that don't communicate very well apparently. He has reached out to State Representative Guerrero to see if he could help to move this along. Councilor Kochanek said people have lived with this issue for many, many years. The other issue is that there is a tax incentive for them to get this project moving. This is both for the financial value and aesthetic value. It is very sad if the State can't react to this. Mayor Vasel agrees 100%. Councilor Kochanek told Town Manager Scaife that he doesn't know what he can do but he suggested that they don't just sit and wait. Councilor Kochanek said more pressure has to be put on these people even if they have to embarrass them. Mayor Vasel said this is one of the reasons that he has been asking State Representative Guerrero and State Senator Paul Doyle to come to a Town Council meeting. Councilor Kochanek asked Mayor Vasel if he knows how many things die and don't go anywhere when they don't get a response from anybody. Mayor Vasel told Councilor Kochanek that he was with him 100%. Councilor Kochanek said the whole system has seemed to have ground to a halt. Councilor Moriarty said this is the same thing for the project going on, on Rte. 3 (Town Center West) and no one will sign an agreement with that developer until he gets an approval with regards to a light. Town Manager Scaife said he will pursue the Foundry issue but he told them to keep in mind that the landowner is the most affected stakeholder so it is in their "ballpark" to move this along. There are also some discussions about the stockpiling of some soil there that is relative to a MDC project so that is a temporary scenario for a different project. Councilor Casasanta told Town Manager Scaife that there seems to be a lot of debate in terms of what the role of State Representative Guerrero and State Senator Doyle is in responding to the Town Council. Councilor Casasanta would like for there to be a letter again to State Representative Guerrero and State Senator Doyle about the concerns they have had on various issues and with regards to them coming forward to the Town Council with a State legislative update, as well as for the issues about the Foundry that have come across. Councilor Casasanta said the lack of response is insulting and it is insulting that they have to have a liaison for the Town Council. She said that State Representative Guerrero and State Senator Doyle should be proactive to the Town Council's concerns because they are the fiscal authority in Rocky Hill so she is demanding an answer and a physical response from them at the Town Council's next meeting if possible.

Executive Session

- A. Pending Claims and Strategy re: 60 West Street with the Town Manager and Town Attorney

Deputy Mayor Bell made a motion to go into Executive Session at 8:45 p.m. for Pending Claims and Strategy re: 60 West Street with the Town Manager and Town Attorney. The motion was seconded by Councilor Szepts and adopted unanimously by those present.

Councilor Vargas made a motion to come out of Executive Session at 9:15 p.m. The motion was seconded by Deputy Mayor Bell and adopted unanimously by those present.

Adjournment

Councilor Vargas made a motion to adjourn the meeting. The motion was seconded by Deputy Mayor Bell and adopted unanimously by those present.

As there was no further discussion, the meeting was adjourned at 9:16 p.m.

Respectfully submitted,

Jo-Anne Booth